



**City of Las Vegas  
Business Licensing Division  
Compliance/Enforcement Section**

**RESPONSIBLE  
PARTY**

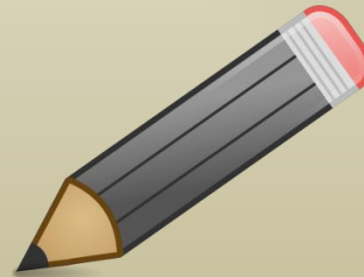
# PURPOSE

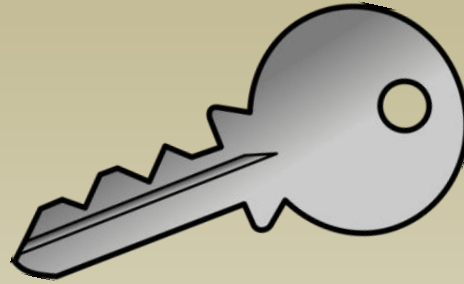
The purpose of this educational module is to provide regulatory information as it pertains to the Responsible Party of Establishments licensed to conduct business within the City of Las Vegas jurisdiction.

Compliance regulations contained in Las Vegas Municipal Code (LVMC) and Nevada Revised Statutes (NRS) will be discussed. Public health, safety and welfare require that privileged license establishments be regulated and licensed in order to protect the public.

# Overview

1. **Responsible Party Defined**
2. **Definitions**
3. **Suitability**
4. **Application Process**
5. **Responsibilities of Responsible Party**
6. **Minimum Duties**
7. **Inspection Process**
  - ✓ Purpose and Frequency
  - ✓ Contact with License Officers and Expectations
  - ✓ Investigative and Enforcement Powers
  - ✓ Inspection forms
  - ✓ Inspection Results
8. **Summary**
9. **References**
10. **Q & A**





## What is a Responsible Party?

A Responsible Party is an owner, principal, or key employee of the business. An owner or principal can designate a key employee to oversee the operations of the business in their absence. All Responsible Parties must be approved for suitability pursuant to LVMC 6.06.060.

# DEFINITIONS

## **LVMC 6.02.010 – Business Licensing Generally**

**"Principal"** means:

- (A) Any person who is an officer, director, trustee, personal representative or general partner or who has an ownership interest in or voting control of the business equal to or greater than ten percent of the entire ownership or voting control of such business. If the ownership interest or voting control is held by a person other than an individual, then each officer, director, trustee, personal representative or general partner of such person is a principal;
- (B) Any person who is or will be directly engaged in the administration or supervision of the business; and
- (C) Any other person if, in the Director's opinion, the person exercises, or is capable of exercising, significant influence over the business, including, but not limited to, a natural person or corporate entity that provides a source of funding for the initial capitalization and/or the ongoing payment of expenses for the business.

# DEFINITIONS

## **LVMC 6.50.020 – Liquor Control**

**"Key employee"** means an employee designated by a business licensee to oversee the operations of the business in the absence of the licensee.

## **LVMC 6.52.090(A) – Massage Establishments**

**"Qualified person"** means a principal who has been approved for suitability pursuant to LVMC 6.06.060 or a manager who has been approved for suitability pursuant to that Section as in the case of a principal.

## **LVMC 6.69.120 – Reflexology**

**"Qualified person"** means a principal who has been approved for suitability pursuant to LVMC 6.69.070 and 6.69.080 or a manager who has been approved for suitability pursuant to those Sections as in the case of a principal.

# SUITABILITY

## **LVMC 6.06.060 Suitability Approval—Required of Each Principal**

Each principal must be approved for suitability in order to be associated with a business subject to this Chapter. The Director shall consider the suitability of each principal for licenses issued under the provisions of Chapters 6.06A, 6.06B, 6.12, 6.14, 6.18, 6.35, 6.47, 6.51, 6.53, 6.69, 6.74 and 6.84, and the City Council shall consider the suitability of each principal for all other categories of privileged license.

## **LVMC 6.06.070 Suitability Approval—Application Contents**

- (A) The application for approval for suitability shall be filed with the Department on forms acceptable to the Department. The applicant shall furnish all the information required by the Department, covering at least the ten-year period immediately preceding the date of filing the application, including but not limited to, the following:
  - (1) The applicant's personal and family history;
  - (2) If requested by the Department in accordance with a written policy established by the Director, the applicant's present and past financial position and history;
  - (3) The applicant's criminal history and civil and administrative litigation history;
  - (4) The applicant's education, training, employment, business and professional history; and
  - (5) The applicant's past and proposed affiliation with the licensee.
- (B) The Department is authorized to require disclosure of any information that reasonably relates to the applicant's qualification, acceptability or fitness for an approval for suitability

# SUITABILITY

## **LVMC 6.06.080 Suitability Approval – Application Completion**

- (A) The application must be signed and verified by the applicant under oath.
- (B) The applicant shall submit to fingerprinting and photographing, shall authorize the City in writing to obtain information from the past and present employers, criminal justice agencies, financial institutions, Federal, State and local governments and agencies, and other persons and entities, and shall consent in writing to the release of such information to the City for use in connection with the application for approval for suitability and other City business regulations. The applicant shall also sign a release of claims and a hold harmless agreement to the City for its use of the information provided by the applicant or discovered during any investigation thereof.
- (C) Each applicant for a license within the following categories shall be subject to the provisions of Subsection (D) of this Section:
  - (1) Adult nightclub establishment;
  - (2) Alcoholic beverage;
  - (3) Burglar alarm services;
  - (4) Erotic dance establishment;
  - (5) Gaming;
  - (6) Ice cream truck;
  - (7) Locksmith and safe mechanic;
  - (8) Massage establishment;
  - (9) Pawnbroker;
  - (10) Psychic arts and science;
  - (11) Reflexology;
  - (12) Secondhand dealer; and
  - (13) Teenage dancehall or teenage nightclub



# SUITABILITY

## **LVMC 6.06.080 Suitability Approval – Application Completion *(Continued)***

- (D) In the case of the license categories listed in Subsection (C) of this Section, applicants are required to submit to fingerprinting for purposes of a fingerprint check through the Federal Bureau of Investigation (FBI). In each such case:
  - (1) A complete set of fingerprints will be taken and will be forwarded to the Central Repository for Nevada Records of Criminal History.
  - (2) The Central Repository for Nevada Records of Criminal History is authorized to submit the fingerprints to the FBI for its report and to exchange fingerprint data with the FBI.
  - (3) The purpose for the submission of fingerprints is to allow for a State and Federal criminal records investigation regarding the applicant to determine suitability for licensing relative to the specified type of business.
- (E) The provisions of Subsections (C) and (D) of this Section are adopted under the authority of, and consistent with, NRS 239B.010(1)(a) and Public Law 92-544, and should be read and interpreted in connection therewith

# PRIVILEGE LICENSE

## Application Process

### PRIVILEGE LICENSE APPLICANTS PLEASE NOTE

Privilege license applications are taken by appointment Monday through Thursday from 8:30 to noon and again from 2 to 4 p.m. No appointments are taken from noon until 2 p.m. Different business types require different levels of information. Print a copy of the instruction sheet from the list on the next slide for the business type you are interested in obtaining a license for and prepare the required forms prior to your appointment. Incomplete applications will not be accepted. You may make an appointment online [here](#) or by calling (702) 229-1840.



**City of Las Vegas  
Development Services Center  
333 N. Rancho Dr.  
Las Vegas, NV 89106**

# PRIVILEGE LICENSE

Privilege licenses are required for those businesses that have been determined by the City Council to potentially affect the economic, social and moral well-being of the city and its residents and therefore require a high degree of supervision. These business licenses are granted after a background investigation conducted by the Metropolitan Police Department and many only by special approval of the City Council or the director of Planning.

Establishment Type and Code Reference	Instruction Sheet
Adult Nightclub – <a href="#">LVMC 6.06B</a>	<a href="#">Adult Nightclub Establishment with no Alcohol</a>
Alcohol – <a href="#">LVMC 6.50</a>	<a href="#">Alcohol</a> and <a href="#">Alcohol License Information PL231</a>
Auctions and Auctioneers – <a href="#">LVMC 6.14</a>	<a href="#">Auctions and Auctioneers</a>
Burglar Alarm - <a href="#">LVMC 6.18</a>	<a href="#">Burglar Alarm</a>
Erotic Dance – <a href="#">LVMC 6.35</a>	<a href="#">Erotic Dance</a>
Escort Bureau – <a href="#">LVMC 6.36</a>	<a href="#">Escort Bureau</a>
Gaming – <a href="#">LVMC 6.40</a> ✓ Gaming Non-Restricted ✓ Gaming Restricted ✓ Slot Route Operator	<a href="#">Gaming Non-Restricted</a> <a href="#">Gaming Restricted</a> <a href="#">Slot Route Operator</a>
Ice Cream Truck – <a href="#">LVMC 6.47</a>	<a href="#">Ice Cream Truck</a>
Locksmiths & Safe Mechanics – <a href="#">LVMC 6.51</a>	<a href="#">Locksmiths</a>
Martial Arts – <a href="#">LVMC 6.53</a>	<a href="#">Martial Arts</a>
Massage Establishments – <a href="#">LVMC 6.52</a>	<a href="#">Massage Establishments</a>
Outcall Entertainment – <a href="#">LVMC 6.57</a>	<a href="#">Outcall Entertainment</a>
Pawnbrokers and Auto Pawn – <a href="#">LVMC 6.60</a>	<a href="#">Pawnbrokers and Auto Pawn</a>
Pistol Permits – <a href="#">LVMC 10.66</a>	<a href="#">Pistol Permit</a>
Reflexology – <a href="#">LVMC 6.69</a>	<a href="#">Reflexology</a>
Secondhand Dealers – <a href="#">LVMC 6.74</a>	<a href="#">Secondhand Sales</a>
Teenage Dances - <a href="#">LVMC 6.80</a>	<a href="#">Teenage Dances</a>
Wedding Chapels – <a href="#">LVMC 6.84</a>	<a href="#">Wedding Chapels</a>

# Responsibilities of Responsible Party

As the Responsible Party, you are assuming the responsibility for maintaining compliance with the Las Vegas Municipal Code, the Nevada Revised Statutes, and conditions on the business license, and/or Special Use Permit if applicable. You are further responsible for becoming knowledgeable on code changes, laws, and regulations as they apply to your business operations. Additionally, you are responsible for educating employees on laws and regulations pertaining to their job duties.

Actions that jeopardize the health, safety, and/or welfare of patrons could result in discipline or revocation of business license and/or criminal charges.

- Adult Nightclub – LVMC 6.06B
- Alcohol – LVMC 6.50
- Auctions and Auctioneers – LVMC 6.14
- Burglar Alarm - LVMC 6.18
- Erotic Dance – LVMC 6.35
- Escort Bureau – LVMC 6.36
- Gaming – LVMC 6.40
  - ✓ Gaming Non-Restricted
  - ✓ Gaming Restricted
  - ✓ Slot Route Operator
- Ice Cream Truck – LVMC 6.47
- Locksmiths & Safe Mechanics – LVMC 6.51
- Martial Arts – LVMC 6.53
- Massage Establishments – LVMC 6.52
- Outcall Entertainment – LVMC 6.57
- Pawnbrokers and Auto Pawn – LVMC 6.60
- Pistol Permits – LVMC 10.66
- Reflexology – LVMC 6.69
- Secondhand Dealers – LVMC 6.74
- Teenage Dances - LVMC 6.80
- Wedding Chapels – LVMC 6.84





# MINIMUM DUTIES

- ✓ Authority to close the business or cease specific business operations e.g.; massage, martial arts, alcohol sales.
- ✓ Authority to suspend an employee from their current duties at the licensed establishment.
- ✓ Provide contact information of all responsible parties to Business License Officials and law enforcement upon request.
- ✓ Maintain and make available current **employee list** on-site for inspection by Business License Officials and law enforcement upon request.
- ✓ Maintain and make available employee and management work schedule on-site to Business License Officials and law enforcement upon request.
- ✓ Ensure that all employees have required cards in their possession while on duty.

## Please Note

**This list is not inclusive of your responsibilities as a Responsible Party pursuant to the laws and regulations specific to your establishment.**



# INSPECTION PROCESS

- ✓ **Purpose and Frequency**
- ✓ **Contact with License Officers and Expectations**
- ✓ **Investigative and Enforcement Powers**
- ✓ **Inspection Forms**
- ✓ **Inspection Results**

# INSPECTION PROCESS

## **Purpose of Inspections**

The purpose of the inspection process is to ensure compliance with the following:

- Business licensing regulations pursuant to Las Vegas Municipal Code (LVMC) Title 6
- License conditions
- LVMC Title 9
- Land use entitlements and compliance with Special Use Permits pursuant to LVMC Title 19
- Nevada Revised Statutes (NRS)

## **Frequency of Inspections**

- Pre-Issue Inspections
- Pre-Agenda Inspections
- Review Inspections
- Routine Inspections
- Investigative Inspections

# INSPECTION PROCESS

## **What is a License Officer?**

License Officers are employed to act on behalf of the City of Las Vegas. License Officer's conduct inspections, investigations, and enforcement on all persons subject to LVMC Title 6, Title 9, and Title 19.

## **What to expect from a License Officer?**

- You can expect to be greeted by a plain-clothed License Officer with a golden badge displayed in an identifiable location.
- The officer will identify him or herself and advise you as to the nature of their visit.
- The officer will then guide you through the rest of the visit, requesting to inspect and investigate aspects of your business which are governed by LVMC and NRS.



# INSPECTION PROCESS

## Investigation and Enforcement Powers

### **LVMC 6.02.020 Department Investigation and Enforcement Powers**

- (A) The Department shall have the jurisdiction to investigate and enforce the provisions of this Title, Title 9 and the provisions of Title 19 as they relate to the use of land by, and impact of, businesses, professions and occupations.
- (B) The Department shall have all powers which may be necessary or appropriate for a complete and effective exercise of its jurisdiction, including, but not limited to:
  - (1) The power to enter and inspect the licensed premises at any time during the business hours of the licensee;
  - (2) The power to examine and audit all books and other business records of a principal, licensee, applicant, or their employees or other persons acting under their control for purposes of determining ownership, the proper payment of license fees, and other issues relating to compliance with this Title;
  - (3) The power to apply for and execute administrative search warrants based upon reasonable suspicion of a violation of this Title, Title 9 or Title 19
  - (4) The power to issue citations pursuant to the provisions of NRS Chapter 171 for violations of this Title, Title 9 or Title 19
  - (5) The power to issue, revoke, suspend or deny a business license, or temporary business license, as provided in this Chapter;

# INSPECTION PROCESS

## Investigation and Enforcement Powers

### LVMC 6.02.020 Department Investigation and Enforcement Powers *(Continued)*

- (B) The Department shall have all powers which may be necessary or appropriate for a complete and effective exercise of its jurisdiction, including, but not limited to:
- (6) The authority to make expenditures as reasonably necessary to investigate a violation of this Title, Title 9 or Title 19; and
  - (7) The power to assess the following to a licensee for re-inspections after the initial inspection reveals violations of this Title, Title 9, or Title 19
    - (a) A service charge of ninety dollars for the initial re-inspection, if the licensee or its representative has not corrected or caused the correction of all violations to the Department's satisfaction by the established re-inspection date, such charge to reflect the partial cost of staff time and City resources;
    - (b) A service charge of one hundred twenty dollars for each subsequent re-inspection until all violations have been corrected to the Department's satisfaction, such charge to reflect the partial cost of staff time and City resources; and
    - (c) An administrative fee of ten percent of the amount of service charges assessed under Subparagraphs (a) and (b) above, to cover administrative costs of billing and receipting;

# INSPECTION PROCESS

## Investigation and Enforcement Powers

### **LVMC 6.02.020 Department Investigation and Enforcement Powers** *(Continued)*

- (C) The Department shall provide the licensee or its representative an appropriate billing to reflect service charges and administrative fees assessed under Paragraph (7) of Subsection (B) above. The billing shall include the date by which payment must be made, which must be at least sixty days after the billing is provided. If payment is not made by the date specified, the City may proceed to collect the amounts assessed in accordance with LVMC 6.02.250. Notwithstanding the provisions of this Subsection (C), the licensee or its representative may appeal the assessment of service charges and administrative fees, including the underlying determination that violations have occurred, by filing a written appeal with the Department within ten days after the billing is provided to the licensee or its representative. A hearing on the appeal will be conducted by the City Manager (or the City Manager's designee) within ten days after the appeal is filed, unless otherwise agreed to by the licensee and the person conducting the hearing. The period for payment is tolled during the pendency of an appeal.
- (D) The Department is authorized to require identification or other information from a principal, licensee, applicant, or their employees or other persons acting under their control, at any time in furtherance of the exercise of its jurisdiction.
- (E) During the course of investigating any crime or assisting in the enforcement of this Code, Metro has concurrent jurisdiction and authority to issue citations for the violations of this Title, Title 9 or Title 19

# INSPECTION RESULTS

NO VIOLATIONS FOUND



## What to Expect?

- Summary of the inspection
- Copy of completed inspection forms
- Education on ways to maintain a violation free business
- Education on ways your business could potentially “slip” into violation and how to avoid them
- Questions (this is your opportunity to address with the license officer any questions you may have regarding your business)

# INSPECTION RESULTS

## VIOLATIONS FOUND



### What to Expect?

All Violations found during inspections or investigations can be enforced by either City of Las Vegas Business License Officers or The Metropolitan Police Department. The following is the enforcement procedure for The City of Las Vegas:

- Summary of the inspection
  - ✓ Explanation of violations found
  - ✓ Explanation of how to correct violations and due date to meet compliance
- Copy of completed inspection forms
- **Re-Inspection Fees**
  - ✓ 1<sup>st</sup> Failed Inspection: No re-inspection fee
  - ✓ 2<sup>nd</sup> Failed Inspection: \$99 re-inspection fee
  - ✓ 3<sup>rd</sup> and subsequent Failed Inspection: \$132 re-inspection fee
- **Correction Notice**
- **Notice of Violation**
- **Civil Citation**
  - ✓ Up to \$500 per offense found in violation of LVMC 6.50
- **Criminal citation**
  - ✓ Required promise to appear before magistrate – mandatory signature
- **Suspension or Revocation of License**

# IMPORTANT

Any violation of the Las Vegas Municipal Code may result in civil and/or criminal penalties. Criminal penalties may result in imprisonment in jail for not more than 6 months, or by a fine of not more than \$1000.00, or by both fine and imprisonment in accordance with NRS 193.150.



# INSPECTION RESULTS

## Citations

**BL 2476**

Enforcement Officer: **City of Las Vegas**  
Department of Planning  
Business Licensing Division  
333 N. Rancho Dr., 6<sup>th</sup> Floor  
Las Vegas, NV 89106

License #: **CIVIL HEARING**

Case #:

**NOTICE OF TITLE 6 – BUSINESS LICENSE VIOLATION**

DBA:

Violation Location:

Violation Date: Time: Issue Date: Time:

Defendant Type: ☐ Owner ☐ Key Employee ☐ Employee ☐ Sole Proprietor ☐ LLC  
☐ Corporation ☐ Other, Explain:

Corporate Name:

Mailing Address:

**THE UNDERSIGNED CERTIFIES AND SAYS THAT IN THE STATE OF NEVADA**

Defendant: DOB:

Defendant: DOB:

Defendant: DOB:

Defendant: DOB:

Defendant: DOB:

**DID THEN AND THERE COMMIT THE FOLLOWING OFFENSE:**

**YOU ARE IN VIOLATION OF THE CITY OF LAS VEGAS MUNICIPAL CODE. YOU HAVE THE RIGHT TO PAY THE SPECIFIC VIOLATION AMOUNT WITHIN 30 DAYS. IF YOU ELECT TO PAY WITHIN THE 30 DAYS PLEASE WAIT 10 BUSINESS DAYS AFTER CITATION WAS ISSUED TO PAY. YOU CAN PAY IN PERSON AT 333 N. RANCHO DR., 6<sup>th</sup> FLOOR, LAS VEGAS, NV 89106 OR MAIL YOUR PAYMENT TO THE ADDRESS ABOVE.**

Fee	Fee
6.02.020(1) Required ID: \$50.00	6.03.030 Unlicensed Alcohol Establishment: \$50.00
6.02.080(A)(1) Unlicensed State Front: \$50.00	6.03.410 Fail to have Resp. Prg. 21 with Required Cards: \$50.00
6.02.080(A)(2) Unlicensed Activity for Alcohol: \$50.00	6.03.410(2) Maintain & Make Available Employee List: \$50.00
6.02.090(1) Candidates on Permanent License: \$50.00	6.03.440 Alcohol Work Cards: \$50.00
6.02.090(2) Candidates on Temporary License: \$50.00	6.03.450 Alcohol without License (Alcohol Exp): \$50.00
6.02.090(3) Candidates on Temporary License: \$50.00	6.03.460 Alcohol Beverage Sale to Minors Prohibited: \$50.00
6.02.100 No Health Permit: \$50.00	6.03.480 Sale or Service of Alcohol while Intoxicated: \$50.00
6.02.145 (Served Alcohol with License (Srv. Exp.): \$50.00	6.02.090(A) Massage - No Qualified Person Present: \$50.00
6.02.212(B) Fail to Provide & Keep Adequate Rec: \$50.00	6.02.130(C) Refuseology - No Qualified Person Present: \$50.00
6.02.320(A) Fail to Report Changes: \$50.00	6.02.090 Fail to Requalify Work card: \$50.00
6.02.350 Conditions on Temp/Permitted License: \$50.00	6.02.340 Unlicensed Handoffs: \$50.00
6.02.340 Unlicensed Handoffs: \$50.00	6.02.010 Uncooperative w/Inspection: \$50.00

There could be a 25% reduction in fees if proof of correction can be shown at the time of this hearing.

Violations Description:

I certify (or declare) that I have reasonable grounds/probable cause to believe and do believe that above named person committed the above offense(s) contrary to law.

Enforcement Officer's PRINTED Name: Enforcement Officer's Signature:

If you choose to appeal this citation, you must submit the "Hearing Officer Request Form" to the City of Las Vegas Business Licensing Division within 10 days from the date your citation was issued. Defendant must be physically present at hearing on the date scheduled.

Hearing Date: Time: Hearing Location: 333 N. Rancho Dr., 6<sup>th</sup> Floor, Las Vegas, NV 89106

**WITHOUT ADMITTING HAVING COMMITTED THE ABOVE OFFENSE, I HEREBY PROMISE TO RESPOND AS DIRECTED ON THIS NOTICE.**

Defendant's PRINTED Name: Defendant's Signature:

Failure to comply with this citation may result in the issuance of a stop-work order, and/or enforcement of other collection options provided by LASVC 6.02.440.

NOTE: PLACE PAYMENT ENVELOPE, REMOVE TAPE, FOLD BACK AND SEAL.

Civil

☐ In the Municipal Court of Clark County  
☐ In the Justice Court of Clark County

Court Case #

**State of Nevada  
CLARK COUNTY**  
Las Vegas Metropolitan Police Department

**COURT**

Event #:

ID #:

☐ Adult ☐ Juvenile

**TRAFFIC/MISDEMEANOR CITATION/COMPLAINT**

☐ Traffic ☐ Accident ☐ School Zone ☐ Hazardous ☐ Inquiries ☐ Crime Report  
☐ Non-Traffic ☐ Misdemeanor ☐ Construction Zone ☐ S.T.E.P. ☐ Officer's Report  
☐ Parking ☐ Urban ☐ Rural ☐ Evidence Logged ☐ Arrest

Travel Direction: ☐ N ☐ S ☐ E ☐ W ☐ Road ☐ M/S ☐ Aircraft Clock Number  
Arce: Marker: Radar: Other: Explain:

At Location:

Violation Date: Time: Issue Date: Time:

Day Code: ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7

Defendant Type: ☐ Driver ☐ Passenger ☐ Pedestrian

Other Explain:

Had Been Drinking: ☐ Yes ☐ No ☐ Unknown  
Test Type: ☐ PBT ☐ Blood ☐ Breath ☐ UA  
Results: %

**THE UNDERSIGNED CERTIFIES AND SAYS THAT IN THE STATE OF NEVADA**

Name (Last, First, Middle): Social Security #:

Address: ☐ Physical ☐ Mailing City: State: Zip: City:

DOB: Race: Sex: Height: Weight: Hair: Eyes:

DLN / ID: ☐ CDL ☐ State: Class: Expiration: Restrictions: Endorsements:

Vehicle has current proof of insurance? ☐ Yes ☐ No Expiration Date of Insurance Card:

**DID OPERATE THE FOLLOWING VEHICLE/MOTOR VEHICLE AT THE ABOVE LISTED LOCATION:**

☐ Commercial Vehicle ☐ US DOT # ☐ VIN # ☐ Ten Pass Vehicle

Vehicle License: Lt. State: Expiration: Year: Make: Model: Type: Color:

Reg. Owner: Address:

**DID THEN AND THERE COMMIT THE FOLLOWING OFFENSE(S):**

Posted Speed: Actual Speed: Civil Speed: ☐ NRS ☐ CFR ☐ County Code ☐ Municipal Code

To: NRS/County/City #

Violation Code:

**Violation**

To: NRS ☐ CFR ☐ County Code ☐ Municipal Code

NRS/County/City #

Violation Code:

I certify (or declare) that I have reasonable grounds/probable cause to believe and do believe that above named person committed the above offense(s) contrary to law.

Officer/Complainant's PRINTED Name: Officer/Complainant's Signature:

Las Vegas Municipal Court: 201 444 Ave, Las Vegas, NV 89106, 702-585-6070, 1-800-654-8095

Las Vegas Justice Court: 200 Lincoln Ave, Las Vegas, NV 89105, 702-671-3444, 1-877-671-3163

2000th Avenue Service: 801 N. Pecos Rd, Las Vegas, NV 89001, 702-455-6360

Southwest: 2000 Lincoln Ave, Las Vegas, NV 89105, 702-474-1436

North Las Vegas Municipal Court: 2000 Las Vegas Blvd. N, Suite 100, Las Vegas, NV 89008, 702-553-1100

Henderson Municipal Court: 240 Water St, Henderson, NV 89015, 702-940-3000

Boulder City Municipal Court: 301 Avenue B, Boulder City, NV 89005, 702-355-6070

Notarary: Justice Court: Clerk:

You are hereby ordered to appear on (to answer the above charges):

Day of: year at a.m. or p.m. OR ☐ Regular ☐ Business Hours

**WITHOUT ADMITTING HAVING COMMITTED THE ABOVE OFFENSE(S), I HEREBY PROMISE TO RESPOND AS DIRECTED ON THIS NOTICE.**

Defendant's Signature: ☒ I Agree ☐ I Disagree ☐ Court ☐ Willing Code(s):

CEL 6.02.1100 Failure to comply with this complaint or future dates relating to this complaint will constitute a separate offense.

Criminal

# SUMMARY



“The City of Las Vegas is committed to Building Community to Make Life Better.”

Our experienced A.C.T.I.O.N squad is here to help you succeed.

A well informed and compliant business contributes to the sustainability of our community. We look for opportunities to encourage and compliment iconic business operations and provide service value.

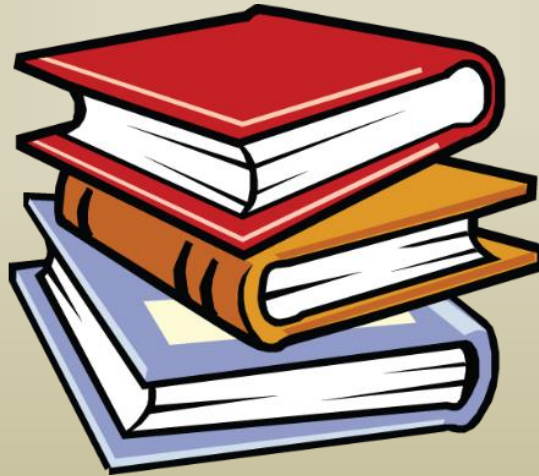


# REFERENCES

- ✓ Las Vegas Municipal Code

[www.municode.com/library/nv/las\\_vegas/codes/code\\_of\\_ordinances](http://www.municode.com/library/nv/las_vegas/codes/code_of_ordinances)

- ✓ City of Las Vegas Business Services Protocol



# QUESTIONS

